

**INTERSTATE COMMISSION FOR JUVENILES
EXECUTIVE COMMITTEE**

Minutes

June 27, 2019, 11:30 AM ET

WebEx



Committee Members in Attendance:

1. Anne Connor (ID), Chair
2. Natalie Dalton (VA), Vice Chair
3. Peter Sprengelmeyer (OR), Treasurer
4. Jacey Rader (NE), Compliance Committee Chair
5. Jedd Pelander (WA), Finance Committee Chair
6. Tony De Jesus (CA), Technology Committee Chair
7. Cathlyn Smith (TN), Training Committee Chair
8. Jeff Cowger (KS), Rules Committee Chair
9. Becki Moore (MA), East Region Representative
10. Charles Frieberg (SD), Midwest Region Representative
11. Traci Marchand (NC), South Region Representative
12. Dale Dodd (NM), West Region Representative
13. Trudy Gregorie, Ex-officio Victims' Representative

Guests in Attendance:

1. Felicia Dauway (SC)
2. Mason Harrington (SC)
3. Tiffany Howard (SC)

ICJ National Office Staff & Legal Counsel in Attendance:

1. MaryLee Underwood, Executive Director
2. Jenny Adkins, Operations and Policy Specialist
3. Emma Goode, Training and Administrative Specialist
4. Leslie Anderson, Logistics and Administrative Coordinator
5. Rick Masters, Legal Counsel

Call to Order

Chair Connor (ID) called the meeting to order at 11:30 AM ET.

Roll Call

Executive Director Underwood called the roll and a quorum was established.

Agenda

N. Dalton (VA) made a motion to amend the agenda by moving the abatement of sanctions imposed on South Carolina under Old Business to be discussed before the Commission Chair Report and to approve the agenda as amended. J. Pelander (WA) seconded. The motion carried.

Minutes

C. Frieberg (SD) made a motion to approve the May 23, 2019 meeting minutes. J. Rader (NE) seconded. J. Pelander (WA) abstained. The motion carried.

Old Business

Abatement of Sanctions Imposed on South Carolina

- Chair A. Connor (ID) presented the recommendation made by the Compliance Committee to the Executive Committee at the December 13, 2018 meeting. The item of business had been deferred to the June 2019 Executive Committee meeting to coincide with the one (1) year anniversary of the second complaint filed. The Compliance Committee recommended that the fine of \$75,000.00 assessed to South Carolina be abated with the stipulation that South Carolina be liable to pay for the on-site Technical Assistance and Training (TTA) provided to them at a total of \$3,188.49.
- Chair A. Connor (ID) reported that South Carolina had submitted their final report for the Corrective Action Plan on November 2, 2018 and all action items had been completed. The National Office reviewed global assignments, home evaluation requests, voluntary returns, violation report responses, and QPRs for the period of January 1, 2019 to June 21, 2019, and all indicated South Carolina to be in good standing. A Performance Measurement Assessment will be performed later this year.
- Chair A. Connor (ID) opened the floor for discussion. No members brought forth discussion.
- **J. Cowger (KS) made a motion to accept the Compliance Committees recommendation. D. Dodd (NM) seconded. N. Dalton (VA) opposed and T. Marchand (NC) abstained. The motion carried.**

Commission Chair Report – Anne Connor (ID)

Chair A. Connor (ID) provided updates on the following:

Finalization of FY19

- Chair A. Connor (ID) reported that Fiscal Year 2019 was coming to an end on June 30, 2019. She reminded Committee Chairs and Region Representatives to submit their end of year reports regarding their activities over the fiscal year to the national office no later than July 19, 2019.

Leadership Award Applications

- Chair Connor (ID) reported that Leadership Award applications would be accepted until July 5, 2019. The applications will be discussed at the July meeting and members will be able to vote on their final selection.

Executive Director Annual Review

- Chair A. Connor (ID) reported that the 2018-2019 Executive Director Review was finalized on June 10, 2019. She thanked the committee members for their comments, feedback and suggested amendments to the job description which will be discussed at the July meeting.

National Office Report

Executive Director Underwood reported the following:

State Updates

- In Idaho, Monty Prow has been appointed Commissioner effective June 4, 2019.
- In South Carolina, Felicia Dauway has been appointed the Deputy Compact Administrator and full-time designee, and Katherine Pierson has been appointed the Compact Administrator. Elizabeth Hill remains the Commissioner.
- In Utah, the Commissioner has reported that Raymundo Gallardo has been appointed as a part time designee.
- In Hawaii, Commissioner Nathan Foo will be retiring effective June 28, 2019, leaving a Commissioner vacancy for the state.

TTA and Requests for Interpretation of Rules

- A request was received by Alaska last year regarding whether ICJ applies to a juvenile who left with parental permission but then refused to return. A Legal Memorandum was issued to address the issue. The case was appealed to the Alaska Supreme Court, which issued an opinion consistent with the ICJ's Legal Memorandum. However, this case is still pending after the juvenile's other parent obtained a temporary custody order which now requires a ruling by the local judge in order to move forward.
- Director Underwood provided an update regarding a matter previously discussed. Michigan had requested a written opinion regarding whether the Compact requires a juvenile to return to the "Sending State" after the expiration of a travel permit and if the Juvenile Interstate Compact Act (JICA) prevents the "Sending State" from supervising a juvenile out of State when the "Receiving State" denies the request for supervision. An Interpretation of Rules Memorandum was provided in response to these issues. The MI prosecutor previously indicated that if the response was not consistent with his interpretation, he intended to seek judicial interpretation. To date, no such judicial interpretation has been sought.

ABM Updates

- Registration for the 2019 Annual Business Meeting has opened and information is available on the website. Executive Director Underwood reminded members that you would need to register for the meeting and hotel separately.
- A speaker from the TSA has been confirmed for the 2019 ABM. Stacy Sanders, Stakeholder Liaison/Customer Support Unit, from the Indianapolis International Airport will be taking part in the 2019 ABM panel discussion regarding airport, returns, and Real ID. During a follow up conversation, S. Sanders (TSA) provided information about an alternate method that will be available to verify a juvenile's identity if they do not hold a state issued ID or Passport. There is a list of alternate authorized documents that meet specific requirements that can be utilized as verification of identity and court documents would meet those requirements. Executive Director Underwood requested volunteers to send samples of any documents that would accompany a juvenile to the airport to provide to S. Sanders (TSA) for review on if they would meet the requirements for alternate documents. A. Connor (ID), P. Sprengelmeyer (OR), C. Smith (TN) and T. De Jesus (CA) volunteered to provide samples by the end of next week.

National Office Updates

- On July 15-16, 2019, the National Office is hosting a vendor demonstration session on the potential new data system.
- From July 17-19, 2019, the auditors will be on site conducting fieldwork at the National Office.
- The ABM Docket Book is being prepared for printing. Executive Director Underwood reminded Committee Chairs and Region Representatives to submit their fiscal year reports as soon as possible, and no later than July 19. For committees and regions with meetings after July 19, edits can be submitted up until August 8, 2019.
- The FY 2019 Annual Report is also under preparations at this time.

Committee Reports

Compliance Committee – Jacey Rader (NE)

- Chair J. Rader (NE) reported the committee met on June 18, 2019 and provided the following updates:

First and Second Quarter PMA Updates

- All states from the First and Second Quarter PMA that required Corrective Action Plans (CAPs) have been received, reviewed and approved or returned by the committee.

Sanctioning Matrix

- Due to time constraints at the June 18, 2019 meeting, the review of the Sanctioning Matrix has been deferred to the next meeting.

Next Meeting

- The committee is scheduled to meet again August 8, 2019.

Finance Committee – Jedd Pelander (WA)

- Chair Pelander (WA) reported that the committee had not met since the last Executive Committee meeting.

Next Meeting

- The committee is scheduled to meet again July 23, 2019.

Information Technology – Tony DeJesus (CA)

- Chair T. De Jesus (CA) reported the committee meet on June 18, 2019 and provided the following updates:

RFP Update

- The committee discussed the RFP Team face-to-face meeting that was held June 11-12, 2019 in Alexandria, VA. The team performed consensus scoring and two (2) vendors were selected to provide demonstrations on July 15-16, 2019. The RFP Team will reconvene on July 17, 2019 to prepare a recommendation to present to the Technology Committee at their next meeting. If the recommendation is approved, it will be presented to the Executive Committee at their July 25, 2019 meeting.

FBI Collaboration Survey

- The committee received a request from the FBI CJIS Division requesting more information regarding the use and processes surrounding the NCIC system by the different state ICJ offices. This information will assist both the FBI CJIS Division and the ICJ in creation of their new data system and training materials. Chair T. De Jesus (CA) presented the draft survey to the committee for review and approval.
- **P. Sprengelmeyer (OR) made a motion to approve the release of the FBI Collaboration Survey as presented to the Commission. N. Dalton (VA) seconded. The motion carried.**

Next Meeting

- The committee is scheduled to meet again on July 18, 2019.

Rules Committee – Jeff Cowger (KS)

- Chair J. Cowger (KS) reported the committee met on June 5, 2019 and provided the following updates:

Rules Updates

- The committee met face-to-face in Lexington, KY to review the comments received during the May comment period for the seventeen (17) proposed rule amendments. The committee upheld its previous recommendations regarding most of the proposed amendments. The committee referred the proposal for Rule 4-102: Sending and Receiving Referrals back to the East Region for review of the comments and Rule 6-102 (8): Voluntary Return of Runaways, Probation/Parole Absconders, Escapees or Accused Delinquents and Accused Status Offenders back to the Midwest Region for review of the comments and possible amendments to their original proposals.

Recommendation for Ad hoc Committee

- The committee discussed a recommendation for development of an Ad hoc Committee to make recommendations regarding adult/juvenile crossover issues, especially as related to due process.
- Executive Director Underwood reported that this recommendation had been included in the draft Strategic Plan (3. C. 1.) to be presented and discussed under old business.

Next Meeting

- The committee is scheduled to meet again on August 7, 2019.

Training, Education & Public Relation Committee – Cathlyn Smith (TN)

- Chair C. Smith (TN) reported the committee met on June 13, 2019 and provided the following updates:

2019 ABM Training Update

- The Training Scenario work group will meet July 10, 2019 to finalize scenarios and presentations. The rules proposals session, a TSA representative and airport surveillance panelists have been confirmed.
- Chair C. Smith (TN) requested any recommendations or volunteers to participate as panelists to discuss ground transportation.
 - A. Connor (ID) and T. Marchand (NC) volunteered to participate as panelists.

Trainings WebEx Part 1 and Part 2

- To date there have been 556 attendees trained. There are still four (4) remaining trainings scheduled before the 2019 ABM.

Conferences

- E. Goode and C. Smith (TN) attended the CJJ Conference in Washington, D.C. where they exhibited the ICJ booth. Chair C. Smith (TN) encouraged members to continue to participate in conferences and trainings and to foster collaborative relationships with other juvenile justice organizations and professionals.

TTA Update

- Tennessee will be exhibiting a booth and providing materials at the Tennessee Conference for Court Professionals and Judges Conference in August 2019.

Next Meeting

- The committee has no further meetings scheduled before the September 2019 ABM.

Human Trafficking Ad Hoc Committee – Peter Sprengelmeyer (OR)

- Chair P. Sprengelmeyer (OR) reported that the committee last met on May 14, 2019. H. Kassube (IL) has been working on several documents including the “Guidelines for State ICJOs Responding to Human Trafficking” and a corresponding flow chart that will be discussed at the upcoming meeting.

Next Meeting

- The committee is scheduled to meet again on July 9, 2019.

Region Reports

East Region – Becki Moore (MA)

- Representative B. Moore (MA) reported the East Region has not met since the last Executive Committee meeting and is scheduled to meet on July 18, 2019.

Midwest Region – Chuck Frieberg (SD)

- Representative C. Frieberg (SD) reported that the Midwest Region met on May 30, 2019. The committee planned to discuss strategies for ensuring ICJ juveniles are not improperly released in Juvenile Detention Alternatives Initiative (JDAI) jurisdictions. The discussion was deferred to the next meeting that is scheduled for August 1, 2019.

South Region – Traci Marchand (NC)

- Representative T. Marchand (NC) reported the South Region has not met since the last Executive Committee meeting and is scheduled to meet on July 11, 2019.

West Region – Dale Dodd (NM)

- Representative Dodd (NM) reported that the West Region had not met since the last Executive Committee meeting. The committee is scheduled to meet again on July 30, 2019.

Legal Counsel Report

R. Masters reported that all current matters related to the Legal Counsel had been covered during the Executive Director Report and Rules Committee Report.

Victims Representative Report – Trudy Gregorie

T. Gregorie reported there were no current updates to discuss.

Old Business

Strategic Plan (draft)

- Chair A. Connor (ID) reported that at the face-to-face meeting in Lexington, KY the committee developed a list of strategic priorities. Since that meeting the committee has worked to develop initiatives and action steps to advance those priorities incorporating timelines and responsible parties. The current draft has four (4) priorities, fourteen (14) initiatives and sixty-six (66) action steps. The national office surveyed committee members to identify their top three (3) to five (5) initiatives. Four (4) initiatives were also identified as having the lowest priority. Chair A. Connor (ID) opened the floor for discussion regarding removing the lowest four (4) initiatives and moving forward with only ten (10) initiatives.
- The committee discussed amendments to the priorities to include reorganizing the priorities so that the data system priority is first on the list and removal of the four (4) lowest ranked initiatives to increase the success of the strategic plan.
- **J. Pelander (WA) made a motion to amend the existing priorities and initiatives as discussed. C. Frieberg (SD) seconded. The motion carried.**
- Chair A. Connor (ID) opened the floor for discussion on when the committee would like to introduce the strategic plan to the Commission. The options included the first newsletter of the fiscal year that begins July 1, 2019, the FY2019 Annual Report or during the 2019 Annual Business Meeting.
- The committee discussed how historically the strategic plan was introduced during the Commission Chair Report at the Annual Business Meeting which allowed Commission members to ask questions and address any concerns.

- **D. Dodd (NM) made a motion to introduce the Strategic Plan as part of the Commission Chair Report at the 2019 Annual Business Meeting. T. Marchand (NC) seconded. The motion carried.**

ICJ Policy 01-2019 Mentoring Program (draft)

- Chair A. Connor (ID) presented the draft ICJ Policy 01-2019: Mentoring Program Policy. She noted that no changes had been made since the Committee's discussion at the previous meeting.
- **T. De Jesus (CA) made a motion to approve ICJ Policy 01-2019: Mentoring Program. C. Smith (TN) seconded. D. Dodd (NM) opposed. The motion carried.**

ICJ Policy 2009-06 Travel Reimbursement (revision)

- Chair A. Connor (ID) presented the revised ICJ Policy 2009-06: Travel Reimbursement, which includes the increase of the approved cost for an airline ticket from \$500 to \$550.
- **J. Rader (NE) made a motion to approve the revised ICJ Policy 2009-06: Travel Reimbursement. C. Smith (TN) seconded. The motion carried.**

ICJ Personnel Policies (revision)

- Chair A. Connor (ID) presented the revised ICJ Personnel Policies. The revision would be to relocate the description of the Executive Director evaluation process from the Executive Committee Orientation Handbook to the Personnel Policies Manual.
- **D. Dodd (NM) made a motion to approve the revised ICJ Personnel Policies. C. Smith (TN) seconded. The motion carried.**

New Business

No New Business to report.

Adjourn

J. Rader (NE) made a motion to adjourn the meeting. J. Pelander (WA) seconded. Chair A. Connor (ID) adjourned the meeting at 12:57 PM ET.